

Planning Commission Hearing Minutes
Date: June 14, 2021

PC MEMBERS	PC MEMBERS ABSENT	STAFF PRESENT
Joan Strawson – Vice Chair Kelly Russell – Alderman & Secretary Dorothy Menelas Shannon Sperati	Barbara Nicklas – Chair	Gabrielle Collard, Division Manager of Current Planning Joe Adkins, Deputy Director of Planning & Community Development Charles Morrison, Planner I Pam Reppert, Planner III Jessica Murphy, Administrative Assistant Cherian Eapen, Traffic Engineer Tracy Coleman, Deputy Director of Engineering Marc DeOcampo, Executive Assistant of Administration

I. CALL TO ORDER:

II. ANNOUNCEMENTS:

Ms. Collard made the following announcements about upcoming events and opportunities:

- Planning Commission Workshop Monday, June 21, 2021, items are available on the City of Frederick website.
- The NAC Planning Presentation is at 6pm also on the 21st.
- ZBA has two vacancies, and the city is accepting applications.

III. APPROVAL OF MINUTES:

Approval of the **May 10, 2021**, Planning Commission Meeting Minutes as amended:

MOTION: Commissioner Menelas

SECOND: Commissioner Sperati

VOTE: **5-0.**

Approval of the **May 17, 2021**, Planning Commission Workshop Meeting Minutes as amended:

MOTION: Commissioner Menelas

SECOND: Commissioner Sperati

VOTE: **5-0.**

Approval of the **June 11, 2021**, Planning Commission Pre-Planning Meeting Minutes as amended:

MOTION: Commissioner Menelas

SECOND: Commissioner Sperati

VOTE: **5-0.**

IV. PUBLIC HEARING-CONSENT ITEMS:

(All matters included under the Consent Agenda are routine by the Planning Commission. They will be enacted by one motion in the form listed below, without separate discussion of each item, unless any person present – Planning Commissioner, Planning Staff, or citizen -- requests an item or items to be removed from the Consent Agenda. Any item removed from the Consent Agenda will be considered separately at the end of the Consent Agenda. If you would like any of the items below considered separately, please say so when the Planning Commission Chairman announces the Consent Agenda.)

V. CONTINUANCES:

A. PC21-205PSU, Preliminary Plat, Frederick Commerce

PLANNING COMMISSION ACTION:

MOTION: Commissioner Menelas moved to approve a continuance to the July 12, 2021, Planning Commission hearing.

SECOND: Commissioner Sperati

VOTE: 5-0.

B. PC21-210PFCP, Preliminary Forest Conservation Plan, Frederick Commerce

PLANNING COMMISSION ACTION:

MOTION: Commissioner Menelas moved to approve a continuance to the July 12, 2021, Planning Commission hearing.

SECOND: Commissioner Sperati

VOTE: 5-0.

VI. MISCELLANEOUS:

C. PC19-987ANX, Annexation, Winpenny Tell Property

**** WITHDRAWN ****

VII. OLD BUSINESS: None

VIII. NEW BUSINESS:

D. PC21-193FSI, Final Site Plan, Stauffer's Funeral Home

PLANNING COMMISSION ACTION:

MOTION: Commissioner Sperati moved for approval modification to Section 607(e)(2)(D), *Parking Area Lighting*, that requires light be contained within the property boundaries.

SECOND: Commissioner Menelas

VOTE: 5-0.

PLANNING COMMISSION ACTION:

MOTION: Commissioner Menelas moved for approval of the modification to Section 605, Table 605-3 *Buffer and Screening by District or Use*, that requires Level I along property lines between PB zoned properties.

SECOND: Commissioner Sperati

VOTE: 5-0.

PLANNING COMMISSION ACTION:

MOTION: Commissioner Menelas moved for approval of the modification to Section 605, Table 605-3 *Buffer and Screening by District or Use*, that requires Level II screening for parking lots in the PB district.

SECOND: Commissioner Sperati

VOTE: 5-0.

PLANNING COMMISSION ACTION:

MOTION: Commissioner Sperati moved for approval of the modification to Section 605, Table 605-6 *Parking Lot Interior Landscaping Percentage*, that requires a minimum of 10% of the parking lot area be landscaped.

SECOND: Commissioner Menelas

VOTE: 5-0.

PLANNING COMMISSION ACTION:

MOTION: Commissioner Menelas moved for approval of the Final Site Plan PC21-193FSI for Stauffer's Funeral Home with the following conditions:

1. The Applicant must provide an agent authorization from the adjacent property owner consenting to the sidewalk construction.
2. That the Modifications note on Sheet 1 of the site plan be updated to include the date of the Planning Commission's approval.

SECOND: Commissioner Sperati

VOTE: 5-0.

E. PC21-194FSCB, Combined Forest Stand Delineation and Preliminary Forest Conservation Plan, Stauffer's Funeral Home

PLANNING COMMISSION ACTION:

MOTION: Commissioner Sperati moved for unconditional approval of the combined forest stand delineation and preliminary forest conservation plan PC21-194FSCB for Stauffer's Funeral Home.

SECOND: Commissioner Menelas

VOTE: 5-0.

F. PC21-192ZMA, Zoning Map Amendment, Monocacy Boulevard Parcels C, E, and F

Brian Morris with Matan read a letter into the record advising he opposes the application as it would negatively affect current projects in the area. He advised that the zoning should remain PB.

Paul Flynn with WVS Renn advised that he is opposed to the application and disagrees with the argument that has been made by the Applicant for a mistake in the zoning. Mr. Flynn also advised that there is a conflict of interest with the City's ownership of the parcels.

PLANNING COMMISSION ACTION:

This is the first of two require meetings.

G. PC21-339ZTA, Text Amendment, Article 8, Section 802, Accessory Dwelling Units (ADUs)

PLANNING COMMISSION ACTION:

MOTION: Commissioner Sperati moved for a positive recommendation to the Mayor and Board for text amendment PC21-339ZTA.

SECOND: Commissioner Beattie

VOTE: 5-0.

Meeting approximately adjourned at 8:30 pm.

Respectfully Submitted,

Jessica Murphy
Administrative Assistant

APPROVED 7/29/2021